

TOWN OF FOXBOROUGH

ADVISORY COMMITTEE

MINUTES

February 25th, 2015

Committee Members Present: Tracey Vasile, Heidi Krockta, Monica Fisler, Thom Freeman, Larry Stern, Cal Calnan, Larry T, John Chlebek

Absent: Patrick Mosesso, Susan Dring, Kristin Papianou, Javed Hussain

Others Present: Randy Scollins, Lorraine Brue, Ginny Coppola

Notes taken by: Maham Zia

The meeting was brought to order at 7:03 by Tracey Vasile, Chairwoman.

7:00 PM Town Warrant Article—

Tracey started off saying that she is still waiting on the responses from the School Budget meeting. She asked if Heidi could follow up on the questions regarding class sizes and teachers' case loads. Tracey is concerned that the classes being cut are the college prep, where students might need the sections. John asked if the position is being cut or if classes are being cut. Tracey responded that the classes were being cut. She gave an example that she knew of students that are struggling with math. Tracey asked if Heidi can track those numbers down.

Next, Tracey went over the Articles that have been removed from the Warrant: 1) Article 10, Boyden Library Employees Contract, 2) Article 12, Police Contract, and 3) Article 25, Constables-General By-Law Change. Ginny explained that the article does not need to be done by bylaw.

Article Assignment

Please note that the finalized leads for each article can be found at

http://www.foxboroughma.gov/Pages/FoxboroughMA_BComm/AdcomLiaisonsFY15.pdf

There was a short discussion on the Fire Contract since Larry S wanted it to be assigned elsewhere. Randy mentioned that it was very close to being done. Tracey asked Monica, who showed some interest, if Kristin could be assigned the Fire Contract since Library was off. Monica agreed.

Tracey asked for more details about Article 20, Revised General By-Laws. Randy and Ginny explained that it meant they would only have to make limited prints of the Town Warrant since it would be made available online.

Monica asked if she could take on more articles. Tracey said that she could ask other people if they had too many on Friday and get back to Monica. Tracey double checked if the articles were good to go. There were no objections.

Tracey asked when the warrant closes. Lorraine said that it has been closed except for a few. Ginny added that Water and Sewer are stalling because they are saying that they can't come in front of BOS because they are waiting on the attorney. Tracey asked if that could negatively affect town if they don't get on warrant. Larry T further asked what Water and Sewer were looking for. Ginny responded that they need the Board of Selectmen's approval to sell flow. Larry T asked if they were looking to sell within the district or out of district since they have to go to town meeting for the latter. Ginny said that they are looking to sell in the district but the Board of Selectmen have questions. Thom asked what would happen if Water and Sewer didn't make the Warrant. Ginny said that a special town meeting would have to be arranged to resolve the issue.

Tracey went over who will be presenting which article.

7:30PM Finance Director, Randy Scollins Reserve Fund transfer requests—

Tracey asked if anyone is opposed to voting for the Transfer from Reserve Fund at this point in case people have to leave early. There were no objections.

Randy explained that the \$25,000 is related to Sandra Herman's unexpected retirement. He explained that even though it is late in the fiscal year, there is an obligation to supply that amount.

Tracey asked if we have \$75,000 in the reserve fund, untouched. Heidi asked if that position is vacant for a time. Randy said that it was vacant and this amount is actually reduced. Larry S asked if \$25,000 was her package. Randy said that \$25,000 is actually less than her package.

Randy explained that the other transfer is the same situation for a different employee, a Town Hall janitor. Heidi asked what is meant by the term retire. Randy explained that it means that the employee had gone into Norfolk County retirement system and they filed their paper work and got accepted. Randy said, if they weren't eligible for retirement, it wouldn't work out.

Larry T moved to accept the transfer of \$25,210.00 for Sandra Herman's retirement and Heidi seconded.

Vote: 8/0/0

Larry T motioned to accept the transfer of \$7,387.00 for the Town Hall janitor's retirement and John seconded.

Vote 8/0/0

Heidi asked if there will be a new janitor. Randy said that there will be a temporary janitor while the centralized maintenance is being developed. He added that custodial will be centralized later on to compartmentalize the centralization process into manageable chunks. One more employee would need to

be added to absorb the custodial work at the time of custodial centralization. If the temporary employee works out, he could be offered the permanent position in FY '17. Till then, school staff will be leveraged.

7:30PM Advisory Committee Budget & Warrant Article Discussion—

Monica said that there were questions about miscellaneous line items for Sue from Animal Control. It was decided that instead of having Sue come back, Monica could reach out to Sue and the questions would be settled over email.

Tracey asked who needs to come back for further questions about budget. There was also a desire to have Recreation back. For Council on Aging, Heidi said that whether we need them back depends on their final request. Tracey asked if we know whether the final request is changing. Randy said that he was unsure. Tracey said that we can reserve the right to have them back. Larry T said he would like to have Conservation back.

Tracey asked if we need Bob Cutler back for general government. Thom expressed interest in having Bob back since he was asking for an extra half person. Tracey added that there was also a request for the voting booths. Heidi said that the Adcom could reserve the right for FTE requests to have department heads back. Randy said that Bill K was still reserving judgment for some of these budgets and that they were also waiting for the Governor's Budget. Larry T would also like to see Education back. Tracey asked if Randy can help arrange that with Deb. On a final note, Tracey said that she and Randy could work on how to chunk these people together so that they don't have to return again and again.

Next, Tracey asked Randy to go through the warrant articles.

Tracey asked about Article 13, FY '15 Operating Budget Adjustments. Randy said that the article wasn't ready yet. He went over Article 14, Capital Budget Adjustments. The Conservation request listed has been approved. This would allow Conservation to repurpose \$16,500 for Spring St. Tracey asked if this was something that money had been put in before. Randy responded that that was for a demolition and this would be more maintenance related. He said that there was a multi-year process to being able to sell this lot. Till then, the town can enjoy the revenue from the property. Tracey asked what would make the property sellable. Randy said that he would have to check and get back to Tracey on that. John asked when that money needs to be spent by. Randy said there is no limit. John asked if it could go into another FY. Randy said it could.

Randy said that the Water item referred to the Hill St tank rehabilitation. They had appropriated a million. They are in agreement with company for permanent and ongoing service. The initial amount is \$690,000 and they just want to remove the \$310,000 off. Tracey asked if this amount has to stay in this department. Randy said that Town Meeting could vote it to move but there would be outcry from water rate people.

Heidi asked if enterprise goes to CIP. Randy responded that they do their own funding, which he appreciated. John asked how it would work if they spend million up front. Randy said that if they did rehab without the 25 year agreement, the liability to maintain falls on town. In the 25 year plan, the vendor takes care of it. John asked how much a year that would be. Randy said he don't know exact number. Tracey asked if it would come out to more over 25 years. Larry S echoed that, saying that the

vendor would profit over 25 years. Randy said they would but so would town because the tank would have to be in the same shape after 25 years.

Tracey said that from a money standpoint, it makes sense but we need to know what we would spend on repairs per year. Tracey said that we need Roger to come back and discuss this. Larry S agreed, saying that we need to compare if it would be better to spend the million now and give the maintenance work elsewhere or if it would be better to do the 25 year plan. Thom said that we need more information on the 25 year plan as well, for example, what would an emergency fixing cost be.

Randy covered Historical Commission request next without too much discussion. Tracey asked if Randy could go over highway. She asked if the state gives us money and we have to supply that we will use it for something specific. Randy said that that was the case.

Randy discussed unpaid bills, Article 15 next. He said that Mike from Veteran's Affairs had expenses on his personal account that he did not submit in time. Randy said that Mike has all the copies of the receipts. Randy added that this year's appropriation can't be spent on this. Tracey asked if this is something that happens. Randy said that it has happened in the past and it puts a burn on the accounting staff despite the amount. He said that they usually say no to vendors in the same situation.

Heidi asked if we should say no. Larry T added that the Adcom shouldn't be put in the position to have to say no to this. Tracey agreed. This was followed by a short discussion about possibly having Mike back since he also put in a staffing request. Monica expressed concern about Adcom's capability to say no. Randy said that the law states that Town Approval is needed for something like this. Larry T said that if the Adcom said no it is possible that there might not be enough votes. The conclusion at the end of the discussion was to approve but have Bill Keegan speak to Mike about late receipts.

Randy covered OPEB next, saying that we made commitment and this would be the continuation of us keeping that commitment. He said that he strongly recommends we continue. We have cut the unfunded liability by half over last 4 years because we made changes. If we go on like this, we hope that we can plateau at number we are getting from meals tax. Roger has done well with roads and the state is sending good money towards that so we might ask the money the move to infrastructure. If we can continue to meet the arc, we can free up funds to other permanent liabilities.

John asked how much of the lowering is towards market performance. Randy said that it's not that much. We did cost shifting. It's the health care and the early retirees who are on an active plan. The breakdown before was 70 town and 30 retiree and we thought that wasn't equitable because why should there be benefits for retiring early. That has had a huge impact because it is now 50 for all retirees.

Ginny asked if we have a way to check that the establishments are sending in meals taxes. Randy said that we don't know that but the state is pretty good about checking on that.

Randy explained the Southeastern Regional School stabilization fund. He said that this would allow them to establish a fund, which would help them prepare for major capital projects. Tracey asked why we have to authorize that. Randy explained that we had a say because we paid for student assessments. Thom asked if every town in the group went through this. Randy further explained that they have free cash but they want to be able to vote with their school committee to use things for capital fund. It is just a prudent

financial decision. They are just asking to set up the fund. It was asked whether our per student assessment rates go up to which Randy said that there was no impact.

Tracey and Randy discussed about coordinating the departments that would be coming back. Next, Tracey asked who would be the Adcom Vice Chair since Larry T is stepping out. John said that he would be willing to step up.

8:35 PM Advisory Committee Adjourn—

Larry T motioned to adjourn and Thom seconded.

Vote: 7/0/0

Minutes approved by Vote of the Advisory Committee.

Date of Meeting: March 11, 2015

Tracey Vasile
Signature of Chairperson